

Ad:

The age range is 3 to 6 years old.

The contract is for one year and the location is Phnom Penh Cambodia.

The position starts on August 15, 2016.

It is a salaried position with 2 weeks off at Christmas and terms breaks throughout the year. You are also paid for all of the public holidays and there are quite a few.

The accommodations are nearby the school and comes with Air/Conditioning, WIFI and full time maid service (she does your laundry too for \$10/month).

Please have anyone who is interested in joining us in the "Kingdom of Wonder" send their CVs to me at cheryl@teachersincambodia.com. Thank you for posting. We need 4 teachers.

Montessori Teacher's Job Description

The teacher is responsible for providing a Montessori classroom/instructional program that supports the individual needs of the children in accordance with the school's mission and vision.

Teachers are in the classroom for 6.5 hours per day.

The Infant and Toddler Teacher "must" be able to lift a child of up to 35 lbs and a Preschool Teacher up to 55 lbs.

Planning, Preparation and Instruction

The teacher creates instruction that supports the development of the cognitive, emotional, social, physical and spiritual growth of the child.

1. The teacher uses the School Curriculum, Montessori Albums, and current research based instructional practices to develop interdisciplinary units of instruction that meet both the group and individual needs of students.
2. The teacher is responsible for maintaining an on-going dialogue with specialty teachers and coordinating curriculum integration and implementation with these teachers.
3. The teacher works with students of various abilities assigned to the classroom, including those with learning differences as diagnosed. The teacher may be required to participate in meetings, training, and planning cooperatives to fully meet each child's needs.
4. The teacher uses various assessment tools/strategies such as observations, children's work samples, continuums of development, portfolios, etc. to help make instructional decisions for individual students.

Classroom Environment/Management

The teacher is responsible for preparing an environment that meets the sensitive period/plane of development of the children he/she works with.

1. The teacher is responsible for preparing an environment in which the furnishings and materials are complete and correspond to the needs of the group; for maintaining a clear, orderly, and attractive Montessori environment, including the care and maintenance of classroom materials and equipment; for communicating needs for the classroom in accordance with school policy, i.e., maintaining inventory of classroom materials and any additional materials needed.
2. The teacher creates an environment that demonstrates rapport with, respect and kindness for, all students as well as between students. The teacher models and teaches conflict resolution and problem solving strategies in the classroom.
3. The teacher should promptly report discipline concerns beyond typical classroom strategies to the Director. A meeting with parents (and Director, if necessary) should be arranged.
4. The teacher is responsible for the safety of the children left in his/her charge until dismissed to a responsible adult. No child should ever be left unsupervised either inside or outside the classroom, except when directed by the teacher.

Communication

The teacher is responsible for communication that supports an understanding of the school's program, develops positive relationships within the school community, and protects the privacy and confidentiality of each student and family in the school community.

1. The teacher establishes a positive relationship with parents of the students and maintains regular communication with parents with regard to their child's specific needs. The teacher provides for parent conferences, meetings and communication throughout the school year in accordance with school policy. The teacher responds to parent concerns in a timely manner.
2. The teacher communicates to parents and others in the school community about the classroom and curriculum. The teacher is responsible for a classroom newsletter that goes home to families during the first week of the month. The teacher develops and participates in parent programs that help develop an understanding of the Montessori Curriculum.
3. The teacher completes required Progress Reports in accordance with school policy.
4. The teacher assists in the development of and participates in school functions.

Professional Responsibility

The teacher is involved in ongoing self-assessment and refinement of practice in the classroom as well as collaborative professional growth.

1. The teacher participates in a regular evaluation process including classroom observations, feedback conferences, and an annual self-evaluation toward goals set by the teacher and/or in conjunction with the Director.

2. The teacher maintains his/her teaching skills and participates in professional development activities (both within the school community and attendance at conferences, workshops, etc.).

Related Duties

1. The teacher conducts new student interviews and hosts prospective student applicants in the classroom as requested through admissions.

2. The teacher completes and maintains all records, reports, evaluations, and inventories of student records and tests in a timely manner as may be required by the school.

3. The teacher is responsible for reading and adhering to the guidelines as established in the employee handbook and adhering to all school policies.

4. The teacher who works with assistants is responsible for the training and supervision of the assistant. The teacher is responsible for completing evaluations of assistants in accordance with school policy.

5. The teacher may be asked to participate in the interview process and orientation of new staff members.